

# **Minutes of the Board of Water Commissioners' Meeting**

## **Wednesday, September 26, 2011**

Present: Commissioners G. Van De Kreeke, R. Haen, A. Stewart, and J. Trueblood, Superintendent.

The meeting was called to order by G. Van De Kreeke, President, at 4:02 P.M. All present recited the Pledge of Allegiance.

### **Minutes of Previous Meeting**

Motion by Commissioner Haen, seconded by Commissioner Stewart, that the minutes of the August 2011 meeting be approved as presented. Motion carried unanimously.

### **Financial Reports**

Financial reports for August 2011 were reviewed. Commissioner Haen motioned, with a second by Commissioner Stewart, that the financials be approved as presented. Motion carried unanimously.

### **Election of Officers**

Commissioner Haen was congratulated on his recent election by the Common Council to another term on the Board of Water Commissioners. Commissioner Van de Kreeke made a motion concerning nominations, seconded by Commissioner Stewart, to elect the commissioners to the same position as previous: that is, Gerry Van de Kreeke, President; Ray Haen, Secretary; Art Stewart, Member. No other nominations were called upon reading. Motion carried unanimously.

### **Superintendent's Report**

#### **Operations' Department Report**

Superintendent reported that August pumpage increased 2.5% from 2010. Several staff members from the Kohler Company, including Commissioner Stewart, had visited the plant. The Commissioners accepted the operations report as presented.

#### **Construction Maintenance Department Report**

Superintendent advised that the crew has been repairing service holes and had done extensive repair work on the shafts and sleeve bearings on the south basin. Other work included the installation of several service taps and repair work on an old brick wall in the plant in order to install steel siding. The Commissioners accepted the construction maintenance report as presented.

### **Old Business**

#### **Old Business Presented By Commissioners**

There was none.

### **Other Old Business**

#### **Update Board on intake dive inspection**

Superintendent advised that Patrick Murphy and Lake Erie Diving had been here and successfully conducted a video inspection of the 30" intake pipeline. The pipeline appears to be in sound condition. There is a thin layer of zebra mussels throughout a significant length of the pipeline, but this is not surprising because that pipeline had never been outfitted with chemical feed lines. There was also some sand and sediment deposited on the bottom of the pipe but again the amounts weren't surprising. The camera did get entangled in a valve at the suction well, causing operational problems, but was eventually safely retrieved. More inspection work is forthcoming.

Update Board on water rate study by Baker Tilly

Superintendent distributed the rate forecast document from Baker Tilly along with a summary letter. Superintendent had attended a recent Council meeting where the Board's R.O. advising of the rate case had been on the agenda; there were no questions at that meeting.

Update Board of implementation of WI Act 10

Superintendent advised that he is meeting with all staff members to discuss this transition. The Board's Employee Handbook is in draft form but will be completed before December 1. 5.8% WRS deductions for non-rep staff have been implemented.

**New Business**

Business to be presented by Commissioners

Commissioner Haen brought up the issue of the new concealed carry gun law. Superintendent responded that the Police Chief and City Attorney had briefly discussed the issue at a recent staff meeting.

Commissioner Van de Kreeke reported that he had been contacted by a customer with a diagnosis of cryptosporidiosis. Utility staff had immediately then contacted the customer for more details. Superintendent had then contact the County Health Department to check on any other reported cases. Ultimately it was determined to be an isolated case. In the future, when the Utility has implemented UV disinfection, this will provide another barrier of security against crypto and giardia and other cyst pathogens.

**Other New Business**

There was no other new business.

**Correspondence**

There was no additional correspondence.

**Approve Vouchers**

Motion by Commissioner Van De Kreeke, seconded by Commissioner Haen, that gross payroll of \$133,555.11, and the general vouchers of \$206,732.74 be allowed and approved. Motion passed unanimously.

**Personnel**

Discuss and ask Board approval on early retirement concept

The idea of offering an early retirement window was reviewed. This would basically allow employees to remain on the Utility's health insurance plan for a limited period of time if they announced retirement within a certain window of time. There was discussion about how this might reduce overall labor costs and hasten a reduction in overall staffing at the Utility. Commissioner Haen made a motion to direct Utility counsel to draft a legal early retirement document. This motion died for lack of a second. On the negative side, the Commissioners discussed the possible effects on health claim costs for the Utility and felt that a more detailed actuarial study might need to be done to truly reveal any cost savings. Commissioner Stewart felt that such options work better in large workplaces. Commissioner Van de Kreeke then made a motion to table the concept for now. Commissioner Stewart seconded the motion, and it then passed unanimously.

Closed Session

Pursuant to section 19.85(1)(f) of WI Statutes, there was a motion by Commissioner Haen, seconded by Commission Stewart, to go into closed session under the following exemption: *Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.*

The meeting returned to open session at 5:35 P.M.

Other Matters

There were no other matters discussed.

August Board Meeting

The next Board Meeting will be on Monday, October 24, 2011, at 4:00 p.m. in the Utility conference room.

With no further business, the meeting adjourned at 5:40 PM on a motion by Commissioner Stewart, seconded by Commissioner Haen. Motion carried unanimously.

Minutes taken by:  
Superintendent  
Joe R. Trueblood

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Raymond W. Haen, Secretary